

BOARD OF COMMISSIONERS

1 S. Main St., 9th Floor Mount Clemens, Michigan 48043 586-469-5125 FAX 586-469-5993 macombcountymi.gov/boardofcommissioners

PERSONNEL COMMITTEE

THURSDAY, FEBRUARY 14, 2008

AGENDA

1.	Call to Order	
2.	Pledge of Allegiance	
3.	Adoption of Agenda, AS AMENDED, TO INCLUDE REVISED MEMO F	OR #7
4.	Approval of Minutes dated November 9, 2007	(previously distributed)
5.	Public Participation	
6.	Recognize Recent Retirees	(mailed)
7.	Vacancy Reconfirmations and Creation of Ad Hoc Committee to Establis Process for Evaluating Reconfirmation of Personnel Openings (revised memo re: Ad Hoc Committee is attached)	sh (mailed)
8.	Recommendation that Newly Appointed Department Heads be Designat and Serve as "At-Will" Employees	ed (mailed)
9.	Rescind December 17, 1992 Resolution Re: Union Representation of Positions at Macomb County	(mailed)
10.	Executive Session to Discuss Labor Negotiations	
11.	New Business	

MACOMB COUNTY BOARD OF COMMISSIONERS

William A. Crouchman District 23

Dana Camphous-Peterson District 18 Vice-Chair Leonard Haggerty District 21 Sergeant-At-Arms

Andrey Duzyj - District 1 Marvin E. Sauger - District 2 Phillip A. DiMaria - District 3 Jon M. Switalski - District 4 Susan L. Doherty - District 5

Public Participation

Adjournment

12.

13.

Joan Flynn - District 6 Sue Rocca - District 7 David Flynn - District 8 Robert Mijac - District 9 Philis DeSaele - District 10 Ed Szczepanski - District 11 Peter J. Lund - District 12 Don Brown - District 13 Brian Brdak - District 14 Keith Rengert - District 15

Carey Torrice - District 16 Ed Bruley - District 17 Paul Gieleghem - District 19 Kathy Tocco - District 20 Betty Slinde - District 22 Sarah Roberts - District 24 Kathy D. Vosburg - District 25 Leon Drolet - District 26



HUMAN RESOURCES DEPARTMENT

10 N. Main St., 4th Floor Mount Clemens, Michigan 48043 586-469-5280 Fax 586-469-6974 macombcountymi.gov

Labor Relations: Eric A. Herppich 469-7241 TO:

Commissioner Dana Camphous-Peterson, Chairperson

Personnel Committee and Committee Members

Personnel Services: Douglas J. Fouty 469-6126

FROM:

Eric Herppich Acting Director

Human Resources

DATE:

February 5, 2008

RE:

Recognition of Recent Retirees

The following employees have applied for retirement and have been invited to attend the February 14, 2008 Personnel Committee Meeting.

Name:

Department:

Retirement Date: Years of Service:

County Commissioner:

Mary Katherine Duncan

County Clerk

January 25, 2008 17 years .4 months

N/A

Name:

Department:

Retirement Date: Years of Service:

County Commissioner:

Elizabeth Apel

Library

February 7, 2008 18 years 7.9 months

Leon Drolet

Name:

Department:

Retirement Date: Years of Service:

County Commissioner:

Leatrice Arnold

Facilities & Operations

February 19, 2008 12 years 6 months

Leon Drolet

Name:

Department:

Retirement Date: Years of Service:

County Commissioner:

Virginia Labby

Health

February 22, 2008 8 years .7 months

David Flynn

MACOMB COUNTY BOARD OF COMMISSIONERS

William A. Crouchman District 23 Chairman

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Andrey Duzyj - District 1 Marvin E. Sauger - District 2 Phillip A. DiMaria - District 3 Jon M. Switalski - District 4 Susan L. Doherty - District 5 Joan Flynn - District 6 Sue Rocca - District 7 David Flynn - District 8 Robert Mijac - District 9 Philis DeSaele - District 10

Ed Szczepanski - District 11 Peter J. Lund - District 12 Don Brown - District 13 Brian Brdak - District 14 Keith Rengert - District 15

Carey Torrice - District 16 Ed Bruley - District 17 Paul Gieleghem - District 19 Kathy Tocco - District 20

Betty Slinde - District 22 Sarah Roberts - District 24 Kathy D. Vosburg - District 25 Leon Drolet - District 26 Name:

Department:

Retirement Date:

Years of Service:

County Commissioner:

Patrick McLogan

Health

February 22, 2008

19 years 1.0 months Paul Gieleghem

RECYCLABLE PAPER

RESOLUTION NO.	FULL BOARD MEETING DATE: AGENDA ITEM:
	MACOMB COUNTY, MICHIGAN
RESOLUTION TO	Recommend Reconfirmation of Vacant Budgeted Positions (Post-poned from January Personnel Committee Meeting) and the creation of an Ad Hoc Committee to establish a process for evaluating reconfirmation of personnel openings with a goal of cost savings through attrition, with the exception of positions processed pursuant to the action of the Board of Commissioners on November 21, 2002
INTRODUCED BY:	Commissioner Dana Camphous-Peterson, Chairperson Personnel Committee
COMMITTEE/MEE	TING DATE
Personnel	02-14-08



HUMAN RESOURCES DEPARTMENT

10 N. Main St., 4th Floor Mount Clemens, Michigan 48043 586-469-5280 Fax 586-469-6974 macombcountymi.gov

Labor Relations: Eric A. Herppich 469-7241

February 6, 2008

Personnel Services: Douglas J. Fouty 469-6126

TO:

Commissioner Dana Camphous-Peterson, Chair

Personnel Committee and Committee Members

FROM:

Eric A. Herppich, Acting Director

Human Resources

RE:

Recommendations for Reconfirmation of Vacant Budgeted Positions

(Post-poned from January Personnel Committee Meeting) and the

creation of an Ad Hoc Committee to establish a process for

evaluating reconfirmation of personnel openings with a goal of cost

savings through attrition

At the January 24, 2008 Personnel Committee meeting, the Board of Commissioners passed a motion to post-pone the vacancy reconfirmation requests pending further justification from the departments detailing the need for the positions to be filled. Justification to include an assessment of the impact on the department if not reconfirmed. Further, I have attached correspondence from Chair Crouchman identifying the Ad Hoc Committee created to establish a process for evaluating reconfirmation of personnel openings with a goal of cost savings through attrition, with the exception of positions processed pursuant to the action of the Board of Commissioners on November 21, 2002 (attached).

A review was conducted regarding the fourteen (14) vacant budgeted positions submitted at the January Personnel Committee. Seven (7) positions are not recommended for reconfirmation at this time pending a formal review by the Ad Hoc Committee in March. The following seven (7) positions are recommended for reconfirmation for the reasons stated:

MACOMB COUNTY BOARD OF COMMISSIONERS

William A. Crouchman District 23

Chairman

Dana Camphous-Peterson District 18 Vice-Chair Leonard Haggerty District 21 Sergeant-At-Arms

Andrey Duzyj - District 1 Marvin E. Sauger - District 2 Phillip A. DiMaria - District 3 Jon M. Switalski - District 4 Susan L. Doherty - District 5

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Circuit Court

<u>Assessor/Therapy Coordinator</u> – Failure to fill this position would impact overcrowding at the Jail and would also jeopardize the grant funding that supports this position.

Community Mental Health

<u>Therapist II</u> – This position is necessary to provide needed Community Mental Health services to an established client population. As you may be aware, the County general fund costs for this position is less than 10%.

Health Department

<u>Community Health Technician</u> - The Community Health Technician position is in the WIC program and is 100% grant funded. Failure to fill this position would impact service delivery which directly affects program funding.

<u>Medical Examiner Investigator</u> – The Medical Examiner Investigator responsibilities are performed on a 24 hour/7 day basis and are critical in order to maintain the required responsibilities to investigate deaths. Failure to fill this vacancy will result in overtime costs which exceed the cost of filling the vacancy.

Library

<u>Literacy Coordinator</u> – This position is reimbursed by the Macomb Literacy Partners, therefore no County funds are needed.

Probate Court

 $\underline{\textit{Paralegal}}$ – Due to the current workload at the Probate Court, it is necessary to reconfirm this position.

Commissioner Dana Camphous-Peterson, Chair Personnel Committee and Committee Members February 6, 2008 Page 3

Treasurer

<u>Personal Property Tax Collector</u> – This position is one of two Personal Property Tax Collector positions in the Office of the Treasurer. Due to the increase in personal property delinquencies, the Personal Property Tax Collector position is vital in the collection of delinquent taxes. This position generates significant revenue for the County.

The Human Resources Department recommends reconfirmation of the above vacancies which will be subject, as applicable, to the hiring delay policy approved by the Board of Commissioners. Also, that the Personnel Committee approve the creation of an Ad Hoc Committee to establish a process for evaluating reconfirmation of personnel openings with a goal of cost savings through attrition, with the exception of positions processed pursuant to the action of the Board of Commissioners on November 21, 2002 (attached).

EAH/mb Attachments

cc: Keith Beasley, Circuit Court Administrator
Chief Probate Judge Kathryn George
Tom Kalkofen, Director/Health Officer
Darlene LaBelle, Library Director
Robert Slaine, Deputy Director, Community Mental Health
Ted Wahby, Treasurer



BOARD OF COMMISSIONERS

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*** AMENDED MEMO ***

February 8, 2008

TO:

Personnel Committee Members

FROM:

William A. Crouchman, Chairman

WE

RE:

Proposed Ad Hoc Committee

Pursuant to Rule VII (b) of the Rules of the Board of Commissioners of Macomb County, the Chair of the Personnel Committee, with approval from the Chairman of the Board, hereby appoints an Ad Hoc Committee for the purpose of evaluating reconfirmation of personnel openings with the goal of achieving cost savings through attrition.

The following Commissioners are appointed:

- Dana Camphous-Peterson, Personnel Committee Chair
- · Betty Slinde, Finance Committee Chair
- Keith Rengert, Justice & Public Safety Committee Chair
- Carey Torrice
- Andrey Duzyj
- David Flynn
- William A. Crouchman

The following department heads will support the committee:

- David Diegel, Finance Director
- Eric Herppich, Human Resources Acting Director

This ad-hoc committee must be approved by action of the standing committee.

MACOMB COUNTY BOARD OF COMMISSIONERS

William A. Crouchman District 23 Chairman

Dana Camphous-Peterson District 18 Vice-Chair Leonard Haggerty District 21 Sergeant-At-Arms



BOARD OF COMMISSIONERS

1 S. Main St., 9th Floor Mount Clemens, Michigan 48043 586-469-5125 FAX 586-469-5993 macombcountymi.gov/boardofcommissioners

February 6, 2008

RE: Proposed Ad Hoc Committee

Dear Personnel Committee Members:

Pursuant to Rule VII (b) of the Rules of the Board of Commissioners of Macomb County, the Chair of the Budget Committee, with the approval of the Chairman of the Board, hereby appoints an Ad Hoc Committee for the purpose of evaluating reconfirmation of personnel openings with the goal of cost savings through attrition.

The following non-Commissioners are appointed:

David Diegel - Finance Director

Eric Herppich - Acting Human Resources Director

The following Commissioners are appointed:

William Crouchman – Board Chairman
Don Brown – Budget Chair
Dana Camphous-Peterson – Personnel Chair
Betty Slinde – Finance Chair
David Flynn
Jon Switalski
Keith Rengert

Pursuant to the Board Rules, this committee must be approved by action of the standing committee.

Sincerely,

William A. Crouchman

Chairman

WAC:dlr

MACOMB COUNTY BOARD OF COMMISSIONERS

William A. Crouchman District 23 Chairman

Dana Camphous-Peterson District 18 Vice-Chair Leonard Haggerty District 21 Sergeant-At-Arms Resolution to Reconfirm Personnel Vacancies Personnel 02-14-08

Exit Interview Completed:

The following vacant positions have been processed for posting pursuant to action of the Board of Commissioners on November 18, 2002:

CLASSIFICATION DEPARTMENT

One Youth Specialist (Jennifer Carson) Juvenile Justice Center

Reason for Position being Vacant: Discharged

Date Position to be Vacant: 12-05-07 Exit Interview Completed: Pending

One L.P.N. (Cindy Puente) Martha T. Berry

Reason for Position being Vacant: Discharged Date Position to be Vacant: 01-03-08

Pending

One Nurse Aide (Fern Bright) Martha T. Berry

Reason for Position being Vacant: Retirement

Date Position to be Vacant: 01-16-08 Exit Interview Completed: Pending

RESOLUTION NO	
	FULL BOARD MEETING DATE:
	AGENDA ITEM:
	MACOMB COUNTY, MICHIGAN
RESOLUTION TO	recommend the elimination of the reconfirmation procedure for
· · · · · · · · · · · · · · · · · · ·	County Departments operating on a 24 hour per day, 7 day per
	week schedule (Martha T. Berry, Sheriff Department and Youth
	Home)
INTRODUCED BY:	Commissioner Ralph Liberato, Chairman
	Personnel Committee

COMMITTEE/MEETING DATE

Personnel 11-18-02 FullBoard 11-21-02

- 8. APPROVE THE ELIMINATION OF THE RECONFIRMATION PROCEDURE FOR COUNTY DEPARTMENTS OPERATING ON A 24 HOUR PER DAY, 7 DAY PER WEEK SCHEDULE (MARTHA T. BERRY, SHERIFF'S DEPARTMENT AND YOUTH HOME).
- 9. APPROVE A REQUEST FOR PROPOSAL (RFP) BE PREPARED AND ISSUED FOR THE COUNTY'S EMPLOYEE ASSISTANCE PROGRAM SERVICES.

THE MOTION CARRIED.

SEPARATED MOTION

2. APPROVE THE PROPOSAL TO OFFER HEARING AID COVERAGE TO MACOMB COUNTY RETIREES COVERED BY BLUE CROSS TRADITIONAL AND PPO HEALTH PLANS AT THE RETIREE'S EXPENSE.

Commissioner Sauger commended and thanked the board for assisting the retirees in this matter.

THE MOTION CARRIED.

SEPARATED MOTION

7. APPROVE THE SALARY RANGES FOR THE POSITIONS OF GRANT COORDINATOR AND COMMUNITY RELATIONS COORDINATOR IN THE PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT.

Commissioner Kolakowski questioned the job description for the Community Relations Coordinator position. She stated the job description sounds like the functions currently handled by the board staff.

A discussion ensued.

A **MOTION TO REFER** back to committee was made by Commissioner DeSaele, supported by Commissioner Brandenburg.

The discussion continued.

A <u>MOTION TO AMEND THE MOTION TO REFER</u> was made by Commissioner Lafferty, supported by Commissioner DeSaele, to refer the position of Community Relations Coordinator **ONLY** back to committee. <u>THE AMENDED MOTION TO REFER CARRIED.</u>

SEPARATED MOTION

7. APPROVE THE SALARY RANGE FOR THE POSITION OF GRANT COORDINATOR IN THE PLANNING AND ECONOMIC DEVELOPMENT. FURTHER; THAT THE POSITION OF COMMUNITY RELATIONS COORDINATOR AND THE SALARY RANGE IN THE PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT BE REFERRED BACK TO COMMITTEE.

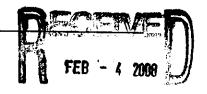
The Circuit Court

For The Sixteenth Judicial Circuit of Michigan

Circuit Judges

RICHARD L. CARETTI, Chief Judge
ANTONIO P. VIVIANO, Chief Judge, Pro Tempore
DONALD G. MILLER, Presiding, Civil/Criminal
JOHN C. FOSTER, Presiding, Family
PETER J. MACERONI
MARY A. CHRZANOWSKI
JAMES M. BIERNAT, SR.
MARK S. SWITALSKI
EDWARD A. SERVITTO, JR.
MATTHEW S. SWITALSKI
DIANE M. DRUZINSKI
TRACEY A. YOKICH
DAVID F. VIVIANO





HUMAN RESOURCES

Clerk of the Court
CARMELLA SABAUGH

KEITH R. BEASLEY
Court Administrator

PATRICIA S. MCKAY General Counsel

February 4, 2008

Mr. Eric Herppich, Acting Director Human Resources 10 N. Main Mt. Clemens, MI 48043

Re: Adult Felony Drug Court Assessor/Therapy Coordinator Position

Dear Mr. Herppich:

Pursuant to the direction of the Board of Commissioners, you requested that the Court detail the reasons the position of Adult Felony Drug Court Assessor/Therapy Coordinator needs to be reconfirmed and the impact on the Court if not reconfirmed. You required this information today.

The mission of the Adult Felony Drug Court is to divert non-violent substance-dependent offenders to treatment and rehabilitation as an alternative to incarceration and thereby reduce drug use, reduce drug related crime, alleviate court overcrowding due to drug cases (nearly 40% of the criminal cases are drug crimes), reduce incarceration in the Macomb County Jail and Michigan prisons and reduce child abuse and neglect.

The Drug Court has regularly made presentations to the Justice & Public Safety Committee of the Board on the cost effective and life changing impacts that Drug Court demonstrates. The average cost per participant is approximately \$2,000. It offers a tremendous cost savings because it targets those who will be placed in Jail or prison and offers a less expensive alternative with better results. Approximately 50% of the participants graduate, successfully returning to drug free, productive lives. The graduates in the second half of the State fiscal year 2006-2007 alone (the year utilized due to State grant support of Drug Court), avoided 5,850 days of incarceration had they been sentenced without Drug court. At approximately \$73 a day, this avoided an incarceration cost of \$427,050! Over-all, Drug Court has avoided millions in incarceration expenses for Macomb County, thus helping the County avoid expanding the Jail and keeping Jail beds available for more

violent offenders. Just as importantly, the graduates (and people participating in the program) returned to stable, law-abiding and productive lives as Macomb citizens. Most obtain and keep employment as a result of the program.

The Assessor/Therapy Coordinator position is one of only two Drug Court positions. David Jasinski left the Drug Court in April of 2007. The Court agreed to save Macomb County a great deal of money by working with an interim part-time Assessor/Therapy Coordinator from June – December, 2007. It learned, however, that it could not provide the requisite case management and administrative support necessary to have the maximum impact on participants. The part-time position also limited the number of participants the Court can admit. This position is the gatekeeper for Drug Court because the employee assesses and screens proposed defendants for admission. The employee also works with the participants to plan their recoveries and help identify solutions to their myriad problems. As a result, it is asking the Board of Commissioners to reconfirm the full-time position at this time and allow it to be filled. The cost is small in relation to the savings and benefits that result from the position.

If the position is not filled, the Drug Court staff would be cut 50%. The Drug Court Supervisor, the only other employee, could not provide support for the current 65-70 individuals being served. She would have little time to devote to case management. The success of the program would decay seriously. There would not be resources to properly screen proposed candidates. The program would have to be greatly cut back in order to function at all – to the great detriment of Macomb County citizens.

Therefore, the Court asks that you reconfirm this vacancy.

Very truly yours.

Keith Beasley,

Court Administrator

c: Hon. Richard L. Caretti, Chief Judge Hon. James M. Biernat, Sr., Drug Court Judge Hon. Diane M. Druzinski, Drug Court Judge Gloria Kmiec, Drug Court Supervisor



COMMUNITY MENTAL HEALTH

22550 Hall Road Clinton Township, MI 48036 586-469-5275 FAX 586-469-7674



Donald I. Habkirk, Jr. Executive Director

January 15, 2008

HUMAN RESOURCES

BOARD OF DIRECTORS

Louis J. Bordi Chairperson

To:

Eric Herppich, Acting Director

Human Resources Department

Janice A.B. Wilson Vice-Chairperson

From: Donald I. Habkirk, Jr., Executive Director

Community Mental Health Services

Joan Flynn Secretary-Treasurer

Re:

Request to Reconfirm

Vacant Budgeted Position

Therapist II

Crossroad Clubhouse

224 646.37

Del (Delphine) Becker Patricia Bill Marilyn Brown Mary Louise Daner Michael Heafield Rose Ann Mrosewske Brian Negovan Janucs M. Perna

Retty Slinde

Community Mental Health Services requests approval to reconfirm the vacant, budgeted position of Therapist II.

This vacancy is created by the retirement of Bruce Faehner, effective December 9, 2005.



A CARF Accredited Organization

The employee in this classification, under the supervision of an assigned supervisor provides assessment, linkage and referrals to consumers seeking Macomb County Community Mental Health services; provides direct and indirect clinical services; utilizes Person-Centered Process and Family Centered Practice concepts; maintains clinical and administrative records; coordinates, consults and provides liaison work with other agencies and systems; ensures that service authorizations are current; implements program goals and activities in keeping with program philosophy; contributes expertise from professional discipline to team planning and treatment processes; performs related duties as assigned.



If you have any questions regarding this request, please contact me.

Thank you.

DIH/Ig

MEMBER

cc: R. Slaine, File

MACOMB COUNTY BOARD OF COMMISSIONERS

Joan Flynn - District 6

Philis DeSacle - Dixtrict 10

Ed Szczepanski - District 11

Don Brown - District 13

Keith Rengert - District 15

William A. Crouchman District 23 Chairman

Dana Camphous-Peterson District IR Vice-Chair

Leonard Haggerry District 21 Sergeant-At-Arma

Andrey Duzyj - District 1 Marvin E. Sauger District 2 Phillip A. DiMaria - District 1 Jon M. Switalski - District 4 Susan L. Didnety - District 5

Sue Rocca - District 7 David Flynn - District 8 Rubert Mijne - District 9

Peter J. Lund - District 12 Brian Brdak - District 14

Carey Torrice - District 16 Ed Bruley District 17 Paul Gieleghem - District 19 Kathy Tocco - District 20

Betty Slinde - District 22 Sarah Roberts - District 24 Kuthy D. Voshurg - District 25 Leon Drolet - District 26



HEALTH DEPARTMEN Mount Clemens Health Cente

43525 Elizabeth Road Mount Clemens, Michigan 48043 586-469-5235 FAX 586-469-5885 macombcountymi.gov/publichealth

HUMAN RESOURCES

Thomas J. Kalkofen Director/Health Officer

Kevin P. Lokar, M.D. Medical Director

February 1, 2008

TO:

ERIC HERPPICH, ACTING DIRECTOR

HUMAN RESOURCES

FROM:

THOMAS J. KALKOFEN, M.P.H. DIRECTOR/HEALTH OFFICER

SUBJECT:

RECONFIRMATION OF VACANCIES

The following is in response to your request for further justification of position reconfirmations.

Α. Leilani Radloff, Community Health Technician The CHT position is in the Women, Infants & Children Supplemental Food Program (WIC). It is 100% Federal funded. No county money is required to support this position. The person in this position is responsible for qualifying clients for the program. Failure to enroll a sufficient number of clients will result in financial penalties to the county.

В. Michael Peltier, Medical Examiner Investigator Macomb County has a statutory responsibility to investigate certain deaths. The Medical Examiner Investigator goes to death scenes, documents case files and testifies in court if necessary. The county is required to provide 24-hour coverage to investigate reported deaths. At full staff we are able to cover 24/7 shifts. With the current vacancy, we are paying 12 hours overtime per day of his assigned shift. Promptly filling this position will not only satisfy statutory requirements, but will save a substantial amount of overtime pay.

Christine Tringali, Computer Maintenance Clerk C. The Health Department recommends the 20 week waiting period for this position. We will reassign work responsibilities to help realize budget savings.

If there are any questions, you may contact my office at 9-5512.

mc

CC:

S. Gold

M. Green

MACOMB COUNTY BOARD OF COMMISSIONERS

William A. Crouchman District 23 Chairman

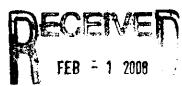
Dana Camphous-Peterson District 18 Vice-Chair

Leonard Haggerty District 21 Sergeant-At-Arms



MACOMB COUNTY LIBRARY

16480 Hall Road Clinton Township, Michigan 48038-1132 586-286-6660 Fax 586-412-5958 www.macombcountylibrary.org



HUMAN

Darlene LaBelle Director

Sandra Casamer Assistant Director

Macomb County

Library Board

TO:

Eric Herppich, Interim Director

MEMO

Human Resources

Edward V. Farley Chair

Dorothy Upshaw Vice Chair FROM:

Darlene LaBelle, Director

Macomb County Library

Jon Switalski Secretary DATE:

December 21, 2007

Nicholyn Brandenburg Marge Swiatkowski SUBJECT:

Replacement of Literacy Coordinator/Director of Macomb

Literacy Partners

Jessica Cheshire, the Director of the Macomb Literacy Partners, has resigned effective January 17, 2008. I am requesting that the position be reconfirmed and posted without delay.

The Director of the Macomb Literacy Partners is solely responsible for fundraising to keep this program afloat, and a vacancy for an extended time will significantly cripple the work of the organization. Although the Director is a County employee in the classification of Literacy Coordinator in UAW Local 412, Unit 75, the position is not dependent on County funds. The County is reimbursed for the full cost of the salary and benefits for the position by the Macomb Literacy Partners.

Earlier today, I spoke with Commissioner Tocco, Chair of the Community Services Committee, and she thinks a similar request was approved without delay for a Head Start position. The Board of the Macomb Literacy Partners is extremely anxious to begin the search for a new Director as soon as possible. If we can fast-track the position, it will benefit all concerned.

Thank you for your assistance.

Cc: Commissioner Kathy Tocco

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Macomb County Probate Court

(586) 469-5290

DONALD J. HOUSEY

Court Administrator/Register

KATHRYN A. GEORGE Chief Probate Judge

PAMELA GILBERT O'SULLIVAN Probate Judge

February 4, 2008

Mr. Eric Herppich, Acting Director Macomb County Human Resources Department 10 N. Main Street Mount Clemens, Michigan 48043

Re: Paralegal – Mental Division

Dear Mr. Herppich:

The Paralegal position is integral to maintaining an orderly caseflow for the Judge. The Paralegal is responsible for file preparation in advance of a scheduled hearing and often confers with the Judge prior to the hearing. The review of those files often requires research on the issues to be addressed by the Court on the hearing date. In addition, the person in that position attends the Court hearings and maintains the file proper by recording the events of the hearing and is responsible for following up on the Court's decision.

As you can see the Paralegal works closely with the Judge in this capacity and is an important contribution to the timely processing of these files.

Please accept this letter as justification for reconfirmation. Any continued vacancy will impede the Judge's caseflow and will create an undue burden upon the Court Attorneys presently attempting to fill that void in addition to their normal tasks.

Very truly yours,

DONALD J. HOUSEY

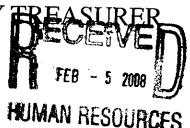
Court Administrator/Register

/vms



OFFICE OF MACOMB COUNTY Ted B. Wahby

1 S. Main St., 2nd Floor Mount Clemens, Michigan 48043-2312 586-469-5190 FAX 586-469-6770



Jerome T. Moffitt Chief Deputy

Memorandum

To:

Eric Herppich

Acting Human Resource Director

From:

Ted Wahby

Treasurer

Date:

February 4, 2008

RE:

Personal Property Collector Reconfirmation

Our Personal Property Collection department is made up of four collectors, we currently have two vacancies.

The Department is a revenue producing unit within the Treasurer's Office. Over the past 3 years they have produced revenues of \$508,666 (2006), \$430,474 (2005), and \$189,692 (2004).

What is not reflected in the above numbers is the significant portion of the County's levy that would have gone uncollected if we were forced to rely on the local units. Last year the Department collected \$407,120 in County Tax, a significant portion of which would likely to have gone uncollected.

Our collectors also play an important role in working with delinquent taxpayers to make payments, find assistance and help keep them in their homes. The personal attention we pay to the foreclosure process is the main reason we have not taken an occupied house or business since the law was changed six years ago.

As the economy continues to struggle we can anticipate a continued rise in delinquencies. While the numbers may increase collections are like to become more labor intensive.

In my presentation to the Board in January I offered to hold open two vacancies for one year to help with our budget issues. We evaluated work flow in the entire office, taking into consideration the considerable cross training we employ to determine how we could provide our continued quality service with fewer staff. Taking additional employees would have a strongly negative effect on our ability to complete our obligated responsibilities.

I hope this addresses any concern one may have to the validity of reconfirming the personal property collector position. Please contact me directly if there are any questions.

RECYCLABLE PAPER

RESOLUTION NO.				
FULL BOARD MEETING DA AGENDA ITEM:	ATE:			
AGENDA ITEM:				
MACOMB COUNTY, MICHIGAN				
RESOLUTION TO Recommend that all newly appointed Department Heat the Board of Commissioners or County Commissions of				
designated and shall serve as "at-will" employees while				
Department Head position	classified in the			
Bopartmont Head position				
INTRODUCED BY: Commissioner Dana Camphous-Peterson, Chair	<u> </u>			
Personnel Committee				
Explanation:				
Department Heads appointed after the passage of this motion will be tendered a written offer to accept employment or promotion which will include a provision that he/she is accepting the position as an "at-will" employee. That person will acknowledge his/her agreement by signing the Offer of Employment or Promotion and return the signed document to the Human Resources Department for inclusion in that person's personnel file.				
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COMMITTEE/MEETING DATE				
Personnel 02-14-08				

RECYCLABLE PAPER

RESOLUTION NO.	FULL BOARD MEETING DATE: AGENDA ITEM:
	MACOMB COUNTY, MICHIGAN
RESOLUTION TO	Rescind the Resolution adopted by the Board of Commissioners on
	December 17, 1992, regarding union representation of positions at Macomb
	County and further to authorize the Human Resources Director to grant
	voluntary recognition to positions at Macomb County within the guidelines
	of the Public Employment Relations Act
INTRODUCED BY:	Commissioner Dana Camphous-Peterson, Chair
	Personnel Committee
"That Petitic follow If the proposed Mo recognized by the	the County not grant voluntary recognition to any oner to join a Union for the reason that they should the procedure set up by State Statute." tion passes, employees who want to become Union members may be voluntarily County through the Human Resources Director as Union members. An election twise be conducted by the Michigan Employment Relations Commission would
COMMITTEE/MEE Personnel	TING DATE 02-14-08